



EMBASSY OF THE UNITED STATES OF AMERICA
Position Vacancy Announcement
ANNOUNCEMENT NO: VA-07-032

OPEN TO: All interested and qualified candidates
Current mission employees serving a probationary period are not eligible to apply.
POSITION: Financial Analyst
OPENING DATE: Tuesday, July 17, 2007
CLOSING DATE: Tuesday, July 31 - max. 4:30 p.m.
WORK HOURS: Full-time; 40 hours/week
SALARY & GRADE: FSN-10

In-house candidates must apply through their supervisors.

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK PERMITS ALLOWING WORK IN COUNTRY BEFORE APPLYING FOR THIS POSITION.

The U.S. Embassy in Khartoum is seeking a Sudanese National or Ordinarily Resident citizen of Sudan for the position of Financial Analyst in the USAID Executive Office of the USAID Khartoum, Sudan.

BASIC FUNCTION:

The incumbent analyses and advises on the complex financial aspects of developing, designing, implementing and evaluating projects for the Sudan USAID Mission; provides guidance in conceptualizing and implementing mission internal control assessment; designs and conducts financial and operational reviews of host country organizations and other grantees; and advises on appropriate steps to be taken to implement and resolve audit findings and recommendations involving client mission. Travel required in the region of up to 25 % in order performing assigned duties. Incumbent is directly supervised by the Chief financial Analyst and receives overall supervision from the USAID Controller.

QUALIFICATIONS REQUIRED:

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

--**Education:** Possession of A Bachelors Degree in Accounting, Finance or Business Administration is required.

--**Prior Work Experience:** Four to six years of progressively more responsible experience in professional accounting, financial consulting or auditing is required.

--**Language Proficiency:** (This will be tested)

	Speaking	Reading	Writing
English:	Fluent	Fluent	Fluent
Arabic:	Fluent	Fluent	Fluent

--**Skills:**

- Have an unusual ability to detect the financial strengths and weaknesses of projects, and be able to make independent judgment on institutional capabilities and the adequacy of accounting systems and controls.
- Be able to develop and maintain contracts with high level officials of USAID/REDSO/ESA recipients and of host country institutions selected to implement projects.
- Be able to marshal and present facts and recommendations in a clear and concise manner, both orally and in writing.

- Be fully conversant with all USAID audit requirements in order to effectively act as the mission audit official. In this capacity, the Financial Analyst closely interacts with both implementing partners, CPA firms and the RIG office in Pretoria in order to ensure full compliance with agency requirements. This highly demanding role dictates that the Financial Analyst has to have excellent technical and communication skills to work with other senior professionals in effectively directing and monitoring USAID audits, and in ensuring timely resolution and closure of audit recommendations.
- Be able to provide financial information in a user friendly manner to meet the needs of a varied audience.

SELECTION PROCESS:

--Applicants must be eligible for appointment under local government laws and regulations.
 --Management will consider nepotism, conflict of interest, budget, and visa status in determining candidacy.
 --Selected candidates must pass a pre-employment medical and security clearance in order to be eligible for hire.

TO APPLY: Interested individuals for this position should submit the following or the application will not be considered:

1. Application form for Federal Employment (current mission employees must submit an in-house application) and supporting documentation including essays, certificates, awards) that address the requirements of the position as listed above. Forms are available at the U.S. Embassy northern entrance gate.

- OR -

2. A resume/Curriculum Vitae (C.V.) containing documented education and work experience, certificates, awards) that address the requirements of the position as listed above. Applications may be submitted through e-mail at the given e-mail address below.

POINT OF CONTACT:

Human Resources Office
 U.S. Embassy, Khartoum
 Telephone: 774700 Ext. 6000.

E-mail: KhartoumHROFSDL@state.gov. (Submission of applications and supporting documentation via e-mail must include the Vacancy Number and Position Title on the subject line).

Embassy website: <http://khartoum.usembassy.gov>

DEFINITIONS

Ordinarily Resident (OR): A Sudanese citizen or a citizen of another country whose primary residency is Sudan and who has the required work permit for employment in Sudan.

*The US Mission in Sudan is an Equal Opportunity Employer.
 Candidates will receive consideration without regard to race,
 color, religion, sex, national origin, disability, age, or sexual
 orientation.*

*The Department of State also strives to achieve equal employment
 opportunity in all personnel operations through continuing
 diversity enhancement programs.*